

Massachusetts Seafood Dealer License Application Instructions

Division of Marine Fisheries
251 Causeway Street – Suite 400
Boston, MA 02114
(617) 626-1520

In accordance with M.G.L., c.130, s 80, all persons engaged in the wholesale or retail trade of raw fish, shellfish and lobsters, including marine bait, whether frozen or unfrozen, must obtain a Dealer Permit from Division of Marine Fisheries.

Application Instructions: Please complete each step in the correct order #1- #6

1. Request an application packet from the Division of Marine Fisheries.
2. Complete the “Inspection Request for W/S/Retail Seafood Operations”.
3. Complete the dealer’s permit application.
 - A.) Type of Permit: Refer to permit types on reverse side and check the appropriate box on the application.
 - B.) Dealer Permit #: If permit is new, Division of Marine Fisheries will issue a number: If permit is a renewal, write in previous permit number.
 - C.) Check products you seek to sell and activities that you want to be covered by this permit. (Not all products/activities will be approved.)

*Live or frozen bait cannot be stored with other products unless the inspection states “Approved for food and bait storage”.

*You may only endorse the products/activities that you were inspected for.

NOTE: Wet storage is the process of storing shellfish (not lobsters) in seawater. All off-shore wet storage facilities must be approved by the Division of Marine Fisheries and all on-shore facilities must be approved by the Division of Foods and Drugs [(617) 983-6712], prior to receiving authorization.

4. **Request an inspection - either mail or fax the inspection request AND a completed COPY of the permit application to the Division of Food & Drugs, 305 South Street, Jamaica Plain, MA 02130. Fax (617) 983-6770. Their telephone # is (617) 983-6712.**
5. **Retain** original permit application, the fee and the authorization form(s) to purchase any commercial quota managed fisheries until the inspection is performed (a copy of the report will be given to you at the time of inspection).
6. Once the inspection has been performed, please send the paperwork mentioned in # 5 to Division of Marine Fisheries.

We will not issue a Dealer’s Permit without the following:

- ◆ Completed dealer’s application
- ◆ Check or money order made payable to Comm. of MA
- ◆ Authorization form(s) to purchase any commercial quota managed fisheries (if applicable)
- ◆ Copy of health inspection or boat/broker waiver form (if applicable)

A new inspection is required if there is a change of ownership, address, permit type or the addition of products or activities.

Fee Schedule

<u>Permit Type</u>	<u>MA Residents</u>	<u>Non-Residents</u>
Bait Dealer	\$65.00	\$130.00
Retail Truck	\$65.00	\$130.00
Retail Boat	\$65.00	\$130.00
Retail Store	\$65.00	\$130.00
Wholesale Truck	130.00	\$260.00
Wholesale Broker	\$130.00	\$260.00
Wholesale Dealer	\$130.00	\$260.00



The Commonwealth of Massachusetts

Division of Marine Fisheries

251 Causeway Street, Suite 400

Boston, Massachusetts 02114-2152

(617) 626-1520

DEALER LICENSE APPLICATION

This is the application you requested for a Massachusetts Saltwater Dealer License. Please complete both sides of the application and return to the above address.

PLEASE TYPE OR PRINT INFORMATION CLEARLY:		Contact Information:	
Business Name _____		Telephone #: (_____) _____ - _____	
Location: Street _____	City/Town _____	State, Zip Code _____	Country _____
Mailing Address (If different than above) _____	City/Town _____	State, Zip Code _____	Country _____
Residency Status: Ma Resident: <input type="checkbox"/> Yes <input type="checkbox"/> No		Dealer License Number: _____ (Do not write – leave blank)	
		Name of Contact Person _____	
		E-Mail Address _____	
		If you would like join DMF's listserv for automatic e-mail updates, send an e-mail to: join-marinefisheries@listserv.state.ma.us with nothing in the subject or body.	

DOR Affidavit

By statutory mandate of C. 233 of the Acts of 1983, the Dept. of Revenue is requiring the enclosed affidavit certifying your compliance with the Revenue Laws of the Commonwealth. Failure to accurately execute the enclosed affidavit will result in the non-issuance of your license. Should you have any questions you may contact the Dept. of Revenue at 1-800-392-6089.

Pursuant to M.G.L. Ch. 62c, s. 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

Social Security No. or Federal ID No. _____

Signature of Individual or Corporate Name _____

Corporate Officer (if applicable) by: _____

Dealer License and Endorsement(s) Selection: Please select **only one** dealer category from the license list below. Select only those endorsement(s) for which you have been approved. Each dealer license type requires additional forms as explained on page 2 of this application. If you do not have all the forms or information you need to complete this application, contact the Boston office for assistance.

LICENSE TYPE	MASS RESIDENT		NON-RESIDENT		ENDORSEMENTS	
					PRODUCTS	ACTIVITIES
BAIT DEALER	<input type="checkbox"/> \$65	<input type="checkbox"/> \$130	<input type="checkbox"/> \$65	<input type="checkbox"/> \$130	<input type="checkbox"/> BAIT	<input type="checkbox"/> FISH PROCESSING
RETAIL BOAT	<input type="checkbox"/> \$65	<input type="checkbox"/> \$130	<input type="checkbox"/> \$65	<input type="checkbox"/> \$130	<input type="checkbox"/> FINFISH	<input type="checkbox"/> LOBSTER PROCESSING
RETAIL STORE	<input type="checkbox"/> \$65	<input type="checkbox"/> \$130	<input type="checkbox"/> \$65	<input type="checkbox"/> \$130	<input type="checkbox"/> LIVE LOBSTERS	<input type="checkbox"/> SHELLFISH PROCESSING
RETAIL TRUCK	<input type="checkbox"/> \$65	<input type="checkbox"/> \$130	<input type="checkbox"/> \$65	<input type="checkbox"/> \$130	<input type="checkbox"/> LOBSTER/CRAB MEAT	
WHOLESALE BROKER	<input type="checkbox"/> \$130	<input type="checkbox"/> \$260	<input type="checkbox"/> \$130	<input type="checkbox"/> \$260	<input type="checkbox"/> NORTHERN SHRIMP	
WHOLESALE DEALER	<input type="checkbox"/> \$130	<input type="checkbox"/> \$260	<input type="checkbox"/> \$130	<input type="checkbox"/> \$260	<input type="checkbox"/> SCALLOP MEAT	
WHOLESALE TRUCK	<input type="checkbox"/> \$130	<input type="checkbox"/> \$260	<input type="checkbox"/> \$130	<input type="checkbox"/> \$260	<input type="checkbox"/> SHELLFISH	

Select all products and activities that apply.

Use the following checklist to reduce the risk of making errors in completing this application, and a subsequent delay in processing. Please allow 3 weeks for processing.

- ☐ Complete all the requested information above, including the DOR affidavit.
- ☐ Submit additional information as required (additional requirements are explained on the other side of this form).
- ☐ Submit a check or money order made payable to the Commonwealth of Massachusetts.
- ☐ Sign your application below, and return to the Division of Marine Fisheries at the address listed above. Thank you!

Signature: _____ Date: _____

Bait Dealer License:

- Allows the holder to take and sell marine bait.
- No inspection is required.
- Consult local regulations (i.e. on worms, eels, etc.)

Retail Boat Seafood Dealer License:

- Allows the holder to sell "whole" fish and lobsters from his/her boat only (does not include shellfish).
- A commercial fisherman's permit is required in addition to this permit.
- A boat waiver (***see below**) must be filed in lieu of a health inspection.

Retail Seafood Dealer License:

- Allows the holder to sell raw fish, whether frozen or unfrozen, shellfish and lobsters at one retail location.
- The holder must purchase shellfish only from a holder of a wholesale dealer or wholesale truck permit, or from a certified out-of state wholesale dealer. Shellfish **CANNOT** be purchased directly from a harvester.
- Does not allow the holder to shuck, relabel or repack shellfish.
- An approved inspection from the Division of Food and Drugs must be submitted to Division of Marine Fisheries.
- The name and address must be the same on the inspection report and permit.
- This permit may be endorsed for bait (excluding shellfish). The inspection must specifically state "**Approved for retail and bait license**".

Retail Seafood Truck Dealer License:

- Allows the holder to sell fish or lobsters at retail from a mobile unit (does not include shellfish).
- Does not allow the holder to process, fillet, shuck, cook, etc.
- An inspection is required from a town or county Board of Health.
- A copy of the inspection must be submitted with the application.
- The name and address must be the same on the inspection report and permit.
- A Hawkers and Peddlers permit may also be required. Contact the Division of Standards at (617) 727-3480 for further information.

Wholesale Seafood Broker License:

- Allows the holder to act as an agent who negotiates contracts of purchase and sale of seafood.
- The brokerage activities will not involve the actual handling, processing or reshipping of finfish, shellfish or other marine resources.
- A "broker only" waiver (***see below**) must be filed in lieu of a health inspection.

Wholesale Seafood Dealer License:

- Allows the holder to acquire, handle, store, distribute, process, fillet, ship or sell raw fish and/or shellfish, whether frozen or unfrozen, in bulk or for resale.
- Also allows retail sales from the same single, fixed location.
- An approved inspection from the Division of Food and Drugs is required.
- A copy of the inspection report must be submitted with the application to Division of Marine Fisheries.
- The name and address must be the same on the inspection report and permit.
- This permit may be endorsed for bait (excluding shellfish), the inspection must specifically state, "**Approved for retail and Bait License**".
- Requires a HACCP plan.

Wholesale Seafood Truck Dealer License:

- Allows the holder to acquire, handle, distribute, ship or sell raw fish, whether frozen or unfrozen, in bulk or for resale from a truck only.
- Does not allow the holder to process raw fish, whether frozen or unfrozen, lobster or shellfish.
- Does not allow the holder to purchase shellfish or shuck, relabel or repack shellfish.
- An approved inspection from the Division of Food and Drugs is required.
- A copy of the inspection report must be submitted with the application to the Division of Marine Fisheries.

Retail Boat License Affidavit

I hereby request that the Division of Marine Fisheries issue me a Retail Dealer's License for sale exclusively from my boat. I certify that my dealer activities will not involve the actual processing or reshipping of finfish or other marine resources, nor will there be any buildings, processing plants or other facilities involved requiring an inspection by any Department of Public Health, local, state or federal. All finfish will be sold as "whole" fish, and lobsters will be sold alive from a floating lobster car.

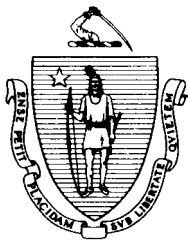
Commercial License #: _____ Boat Name: _____ MS/Doc #: _____

Signature: _____ Date: _____

Wholesale Broker License Affidavit

I hereby request that the Division of Marine Fisheries issue me a Retail Dealer's License for brokerage privileges. I certify that my brokerage activities will not involve the actual processing or reshipping of finfish, shellfish or other marine resources, nor will there be any buildings, processing plants or other facilities involved requiring an inspection by any Department of Public Health, local, state or federal.

Signature: _____ Date: _____



The Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Public Health
<http://www.state.ma.us/dph/fpp/fpp.htm>
Division of Food and Drugs
305 South Street, Jamaica Plain, MA 02130-3597
(617) 983-6712 (617) 983-6770 - Fax

page 3

**INSPECTION REQUEST
WHOLESALE/RETAIL SEAFOOD OPERATIONS**

Name of Company:		Date/Time requested for inspection:	
Business Address:		Current Permit Number:	
City/Town, Zip		Telephone #:	
Name of Owner:		Make, Year and Registration # of Vehicle:	
TYPE OF PERMIT REQUESTED			
Retail Store: _____		Wholesale Truck: _____	Wholesale Dealer: _____
PRODUCTS REQUESTED			
Finfish _____	Scallop Meat _____	Lobster/Crabmeat _____	Bait _____
Northern Shrimp _____	Shellfish _____	Live Lobsters _____	Other _____
ACTIVITIES REQUESTED*			
Fish Processing _____	Lobster Processing _____	Shellfish Processing _____	

- If a Wholesale Dealer, a HACCP plan has been completed and implemented (inspection will not be conducted if HACCP plan is not available for review).

Yes: _____ No: _____

Signature of Applicant/Owner

Date

* Persons seeking approval for on-shore Wet Storage Activities must contact the DFD prior to requesting an inspection.